



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

December 29, 2014

Hildy Ostby
1415 Washington
Cedar Falls, IA. 50613

Dear Child Care Provider,

This letter is in regards to the November 21, 2014 compliance check of your Level A, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1)e All accessible electrical outlets are safely capped.

ORIGINALLY TWO OUTLETS WERE MISSING CAPS. PROVIDER WAS ABLE TO LOCATE ONE CAPE FOR LIVING ROOM BUT STILL NEEDS ONE MORE.

☐ 110.5(2)d An individual file is maintained for each substitute and contains:

STEVEN NEEDS TO CONTACT DES MOINES. NEEDS TO CONTACT CHILD CARE REGISTRATION AT 1-866-448-4605.

☐ 110.5(2)d Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years.

HUSBAND (STEVEN) WAS PROVIDING CARE FOR CHILDREN WHEN I ARRIVED. YOU WILL NEED TO CONTACT CHILD CARE REGISTRATION AT 1-866-448-4605 TO GET HIM APPROVED AS A SUBSTITUTE. HE WILL NEED MANDATORY TRAINING, CHILD ABUSE AND NEGLECT TRAINING AND CPR/ FIRST AIDE.

HUSBAND (STEVEN) WILL NEED TRAINING FOR REPORTING OF CHILD ABUSE.

☐ 110.5(2)d Certification in infant and child first aid that includes mouth-to-mouth resuscitation. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.

HUSBAND (STEVEN) NEEDS THIS TRAINING.

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

SCHOOL AGED STATEMENT OF HEALTH FROM PARENT OR LEGAL GUARDIAN FOR ONE CHILD IS NEEDED.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

THIS IS NEEDED FOR ONE.

☐ 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

THIS IS NEEDED FOR TWO.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

THIS IS NEEDED FOR ONE.

☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.

THIS IS NEEDED FOR ONE CHILD.

☐ 110.5(9)a Gives careful supervision at all times.

PROVIDER WAS NOT PRESENT WHEN I ARRIVED. PROVIDER CAME ABOUT 15 MINUTES LATER. PROVIDER HAD HUSBAND AS SUBSTITUTE ; HOWEVER- HE IS NOT DHS APPROVED.

☐ 110.5(9)d Is present at all times, except if emergencies occur or an absence is planned.

PROVIDER WAS NOT INITIALLY AT THE HOME OR PRESENT AT THE BEGINNING OF THE SPOT CHECK.

☐ 110.5(9)d If absence is planned, care is provided by a DHS-approved substitute.

HUSBAND (STEVEN) WAS PROVIDING CARE. HE IS NOT AN APPROVED SUBSTITUTE. NEEDS TO CONTACT DES MOINES/ CCR & R. 1-866-448-4605.

☐ 110.5(9)d If absence is planned, the parents are given at least 24 hours prior notice.

PARENTS WERE NOT NOTIFIED AND THIS MUST OCCUR.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration.

Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.

☒ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 319-292-2360 if you have any questions regarding this letter.

Sincerely,

Patricia Smart
Social Worker II

Natalie A. Clapp

Natalie Clapp

Social Work Supervisor

Department of Human Services

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 319-233-0804.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to

http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).